



MT VOTES: FAQs

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Elections and Government Services Division
August 2016



Voter Search

FAQS

Voter Search FAQs

Q: Why can't we bulk scan in NVRA Undeliverable notices?

A: Good news, as of July 2016, that is a new feature. You can also bulk scan in undeliverable mail ballot notices as well!

NVRA Notices

NVRA & Cancel Voters

Step 1- Cancel Voters | **Step 2- NVRA** | Undeliverable Notices

Voter ID

☐ Undeliverable 1st NVRA Notice

☐ Undeliverable 2nd NVRA Notice

☐ Undeliverable Mail Ballot Notice

#	Voter ID	Name
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Environment Test Environment MT VOTES

County: Lewis Clark Date: 08/08/2016 Password Help Exit

- Voters**
 - Voter Registration
 - Voter Search
 - Voter Merge
 - Batch Scan
 - Commit Batch
- Elections**
 - Election Management
 - Election Calendar
 - Ballot Processing
 - Districts & Precincts
 - Election Workers
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- Petitions**
 - Petitions
- Pre-Registration**
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 - Potential Felons
 - Last Updated 07/07/2016
 - Potential Deceased
 - Last Updated 06/17/2016
 - Voter Verify

Voter Search FAQs

Q: What else is new in the July release?

A:

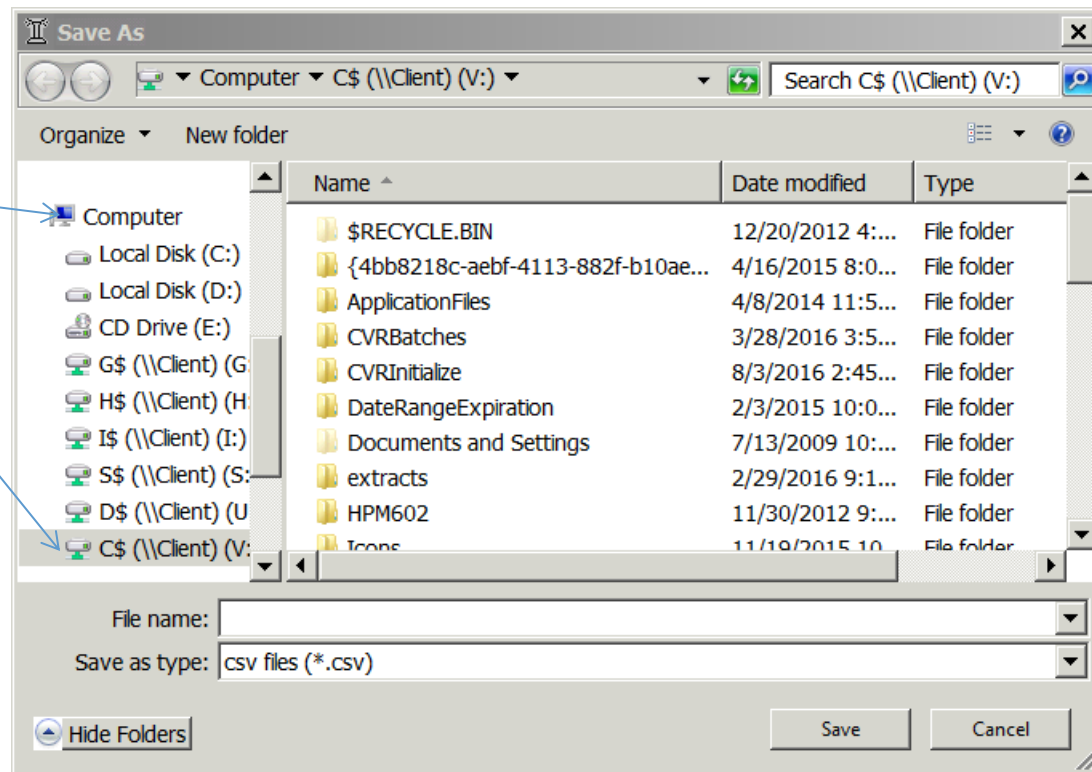
- UOCAVA Date ranges have been fixed.
- Provisional ballots have now been added to the BP-12 (They are not flagged as provisional)
- Phone numbers have been added to the Undeliverable Reports/Exports
- When processing precinct registers a total is now displayed at the bottom of each precinct.
- Toggle between Voter Registration number and Ballot ID.
- When printing NVRA Labels, it will now include Suffix.
- The Ballot Issue screen has been streamlined.
- A report for identifying voters who turn 18 after the close.
- You can now re-sort election labels.
- A few small tweaks to the new Voter Verify.

Voter Search FAQs

Q: I'm extracting the data from voter search (or reports and labels) but I can't find it on my desktop, where is the file?

A: You are likely saving the file to the desktop of the server you are using, not to your desktop. Navigate to the **C\$\\Client(V:)** under the Computer option. This will be your workstation.

Voter Search FAQs



Voter Record FAQs

Q: For the 2016 general election, the close of registration falls on a Tuesday, what vote eligible date should you use for Late Registrants?

A: Late Registrants should always be set to the Sunday before the close of registration.

Voter Record FAQs

Q: What does this ballot status mean?

A:

- **Active/Prepared** – label has not been printed. The ballot has no sequence number associated with it yet. You can delete these prepared ballots.
- **Active/Sent** – a label has been printed and it has a sequence number. You can only void/accept/reject or mark these ballots undeliverable.
- **Active/Processed** – Ballot has been received in ballot processing but has not received a disposition.
- **Undeliverable** – ballot has been received as undeliverable
- **Prov Ballot** – Voter has been issued a provisional ballot. This status will not update when the ballot has been rejected/accepted.

If ever in doubt about a ballot, check the voter's Ballot Audit Log.

Voter Record FAQs

Q: How do I resend an undeliverable ballot?

A: Pull up the voter's record, and go up to Elections->Issue ballot. Select Resent-Undeliverable and the applicable options, then print. You will be prompted to remove the undeliverable ballot out of the batch.

Voter Record FAQs

Voter Registration
 Voter Print Elections Petitions Imaging Address

Voter record successfully retrieved. [Help](#)

New **Issue Ballot Request** [Voter Search](#) [Help](#)

Voter ID
93057

Residence
 Standard
 House # 117
 Post Dir
 City/St/Zip
 County
Mailing
 Country
 Address
 City/St/Zip
Active/Inactive

Registration
 Party
 Status Active - A ☒ MVD Verified
 Reason ☐ SSA Verified
 Source of Registration Other - 08 ☐ Verify
 Old Voter ID 30902 County Reg Date 09/23/1999
 Vote Eligible 09/23/1999 Last Voted Date 07/18/2016
☐ No Signature ☐ Confidential ☒ US Citizen

Print Label
☐ With next Supplemental batch
☒ Now Select Label Single Absentee Ballot Label
 Reason For Reissuing/Resent the Ballot

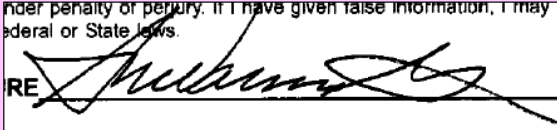
Current Ballots

Ballot Seq. #	County Tracking #	Sent	Received	Style	Precinct	Stage	Type
93	93	07/27/2...	07/27/2...	1	PREC.02	Undeliverable	Original

Countywide 22 Jefferson
WARD CC_1W WARD #1W
SCHOOL DISTRICT S_04 WHITEHALL SCHOOL DISTRICT #0

Comments

Under penalty of perjury, if I have given false information, I may be subject to federal or State laws.

RE  DATE

Buttons: Void Ballot Range Change Sent Date Print RePrint Cancel

Voter Record FAQs

Q: I accidentally accepted a ballot that should have been void, how do I fix it?

A: You will need to find out what batch the accepted ballot is in. You can find this information by going to Active Ballots within the voter record. Then go into Ballot Processing, search out that batch, find the ballot and delete that ballot from the batch. That will put the ballot back into Active/Sent status.

Voter Record FAQs

[illegible]



Absentee Tab

FAQS

Absentee FAQs

Q: I searched Absentee List as an absentee **status**, and there are 200 number of voters, but I only printed 100 labels, why are they different?

A: Absentee **Status** is different than Absentee **Type**. An absentee **status** is required if there is an **absentee type** (unless election specific), but a type is not required if there is a status.

Important Differences:

Types have an active date range. These are the individuals who will receive labels if their date range falls on the election day. When the date range expires, the type disappears, but the **Status** will stay unless manually removed.

People who do not respond to your 2018 Absentee Confirmations will have their **TYPE** expire, but their Status will still reflect an Absentee Status, indicating that at one point in time they received absentee ballots.

Absentee by TYPE

Voter Search [Window Controls]

Reports

Query executed successfully. Showing total 842 of 842 records. [Help](#)

Select Saved/Published Search [Dropdown] **Run Search**

Output	Activity	Comment	Custom Fields	Save	Duplicate Req.	Undeliverable
Name	Extract	Residence Address	Absentee	Mailing Address	Districts	Precincts

Absentee Type

- ☒ Absentee List
- ☒ Civilian Overseas
- ☒ Election Specific
- ☒ Military Domestic
- ☒ Military Overseas
- ☒ Seasonal

Absentee Request Source

- ☐ Absentee Team
- ☐ Conservation
- ☐ Democrats
- ☐ E-mail
- ☐ EBR-EBRS
- ☐ EBR-Email
- ☐ EBR-Fax
- ☐ FPCA-EAS

Address

[Text Field]

City [Text Field] State [Dropdown] Zip [Text Field]

Country [Dropdown]

Absentee Status [Dropdown] ☐ Voters without an active date range
☐ Voters with blank Absentee Status

Scope

☐ State ☒ County **Jefferson** [Dropdown] ☐ Show Signatures **Search** Voter Count **Clear**

ID	Last Name	First Name	Middle Name	Name Suffix	Status	Date of Birth
458729	ABELIN	RONALD	L		Active	02/15/1939
450036335	ABRAHAM	DYLAN	K		Active	03/31/1993
89896	ADAMS	HARRIET	H		Active	09/25/1942
450137358	ADKINS	CHRISTINA	L		Active	07/06/1948
450137359	ADKINS	RONALD	CARL		Active	05/27/1948
94439	ALLEN	JILL	M		Active	01/21/1967
474833	ALLEY	ERIC			Active	03/31/1979
1096155	ALLEY	HARRY	C J	JR	Active	11/06/1940
95067	ALLEY	JAMES	H		Active	10/08/1945

View Summary **Full Image** **Select** **<** **>** **Close**

Absentee by Status

Voter Search

Reports

Query executed successfully. Showing first 1 - 1000 of 1139 records. Total records: 1139. [Help](#)

Select Saved/Published Search Run Search

Output	Activity	Comment	Custom Fields	Save	Duplicate Req.	Undeliverable	
Name	Extract	Residence Address	Absentee	Mailing Address	Districts	Precincts	Status
Absentee Type <input type="checkbox"/> Absentee List <input type="checkbox"/> Civilian Overseas <input type="checkbox"/> Election Specific <input type="checkbox"/> Military Domestic <input type="checkbox"/> Military Overseas <input checked="" type="checkbox"/> Seasonal		Absentee Request Source <input type="checkbox"/> Absentee Team <input type="checkbox"/> Conservation <input type="checkbox"/> Democrats <input type="checkbox"/> E-mail <input type="checkbox"/> EBR-EBRS <input type="checkbox"/> EBR-Email <input type="checkbox"/> EBR-Fax <input type="checkbox"/> FPCA-EAS		Address <input type="text"/> City <input type="text"/> State <input type="text"/> Zip <input type="text"/> Country <input type="text"/>			
Absentee Status <input type="text"/> Absentee List		<input type="checkbox"/> Voters without an active date range <input type="checkbox"/> Voters with blank Absentee Status					

Scope
☐ State ☒ County Jefferson ☐ Show Signatures Search Voter Count Clear

ID	Last Name	First Name	Middle Name	Name Suffix	Status	Date of Birth
458729	ABELIN	RONALD	L		Active	02/15/1939
450036335	ABRAHAM	DYLAN	K		Active	03/31/1993
89896	ADAMS	HARRIET	H		Active	09/25/1942
100144655	ADAMS	JOSEPH	E		Active	06/12/1990
450137358	ADKINS	CHRISTINA	L		Active	07/06/1948
450137359	ADKINS	RONALD	CARL		Active	05/27/1948
450054305	ALLEN	BRENT	D		Active	05/31/1982
450001977	ALLEN	DARYN	J		Active	08/07/1992
94439	ALLEN	JILL	M		Active	01/21/1967

View Summary Full Image Select < > Close

AbsenteeFAQs

Q: Why can't I give a voter an absentee status of Election Specific?

A: Election Specific does not populate as an option until you have generated ballot styles.



Pre-Registration

FAQS

Pre-Registration FAQs

Q: My Pre-Registration link is bright red, is there anything that I have to do?

A: You don't need to do anything until the voter comes in to register. If you'd like, you can reach out to the voter and let them know that you received their pre-registration information.

Please note! The voter is not registered until they come into the office and sign the pre-filled card.

Pre-Registration FAQs

Q: A voter is standing in my office who pre-registered. How do I handle it?

A: Open up the Pre-Registration module. Leave the status as Unprocessed and click Search. Locate the voter and click **Process**. This will open up Voter Registration. The right hand window will display the information the voter entered. Use the checkboxes to select the information you want to bring into MT Votes. When you are ready, click the **Select** button. Once you saved the record, print the Pre-filled card for the voter to fill out.

Pre-Registration FAQs

Q: I keep receiving an error when I try to save the pre-registration form, it says “Form cannot be saved.”

A: Check your document templates, you may be missing a Pre-Registration document. If you are, simply create one called **Pre-Voter Registration Image**.

The name is very important. The system looks for this document type when saving pre-registrations!



Reports & Labels

FAQS

Reports and Labels FAQs

Q: Someone is looking for data from a past election, how can I find that?

A: Depending on the request, you can run reports/exports out of MT Votes or direct the individual to the Voter File. One thing to keep in mind, reports/exports are current as of the time that the query is run. If someone wants to know everyone who voted in 2006 and you run the VR-012 report for them today, it may not contain all the same data it did if you were to run/save it back in December of 2006.

To remedy this, we recommend running a handful of exports/reports before/after closing your election. Saving this data will allow you to provide data that reflects that date and time.

Reports and Labels FAQs

Q: Why can't I run this report/export?

A: The most likely culprit is that you are either giving the report too many parameters or too little. If this occurs you will see a little red warning blob. If you put your cursor over this blob it will tell you what information you need to remove or add.

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Election Management

FAQS

Election Management FAQs

Q: How can I add a race to an election?

A: The race should be in Pull Contests, if not, you can add the race in the issues and offices menu.

If you'd like the race to automatically show up in Pull Contests, you will need to check that race's settings in Districts and Precincts.

Election Management FAQs

Election Management
Ballot Styles Address Library Pull Petitions Polling Places CASS Districts Precincts Reports

Election Date: Aug-10-2016 **Election Type:** School **Description:** FAQ-ElectionSpecific

[Election Details](#)
[Include Certified Contests](#)
[Pull Contest](#)
[Issues & Offices](#)
[Publish Certified Contests](#)
[Ballot Styles](#)
[Ballot Review](#)
[Print Labels](#)
[Official Register](#)
[Election Expenses](#)
[Election Results](#)
[Process Official Register](#)
[Duplicate Ballot Report](#)
[Close Election](#)
[Exit](#)

Districts - Positions

District	Position

Incumbent Candidates

Code - Name	Control County
S_17 - WILLOW CREEK ...	Jefferson

Summary

District	Position

☐ Process Completed

[Refresh Wizard Status](#)

Election Management
Ballot Styles Address Library Pull Petitions Polling Places CASS Districts Precincts Reports

Election Date: Aug-10-2016 **Election Type:** School **Description:** FAQ-ElectionSpecificAbsentee

[Election Details](#)
[Include Certified Contests](#)
[Pull Contests](#)
[Issues & Offices](#)
[Publish Certified Contests](#)
[Ballot Styles](#)
[Ballot Review](#)
[Print Labels](#)
[Official Register](#)
[Election Expenses](#)
[Election Results](#)
[Process Official Register](#)
[Duplicate Ballot Report](#)
[Close Election](#)
[Exit](#)

Districts

Code - Name	Control County
S_17 - WILLOW CREEK ...	Jefferson

Offices

Position for Testing

[New](#) [Details](#) [Delete](#)

Candidates

Name	Political Party	Status	Ballot Position	Pe

[New](#) [Details](#) [Delete](#)

Issues

Caption	Issues #

[New](#) [Details](#) [Delete](#) [Issue Sequences](#)

☐ Process Completed

[Refresh Wizard Status](#)

Election Management FAQs

Q: Are you required to check the Processed Complete checkboxes?

A: While we recommend using these checkboxes, they don't have any impact on the functionality. They are most useful to show you that you've completed that step in the election.

Election Management FAQs

Q: When can I generate Ballot Styles for federal elections?

A: You need to wait until you've added all races/candidates (including certified contests). If you generate your styles and then go back and tweak data in that election you may run into problems.

Election Management FAQs

Q: How will I know if I've included the Certified Contests?

A: There are a few ways to tell.

- Check the Certified Contests section. If races need to be included they will show up here (if they are published).
- Check the Ballot Styles section. Click on a style and check to see if all races are included.
- Check the Ballot Review section. Check here to see if all races are showing up.

Election Management FAQs

Election Management [Window Controls]

Ballot Styles | Address Library | Pull Petitions | Polling Places | CASS | Districts Precincts | Reports

[Voter Search](#) [Help](#)

Election Date: Aug-10-2016 **Election Type:** School **Description:** FAQ-ElectionSpecificAbsentee

[Election Details](#)
[Include Certified Contests](#)
[Pull Contests](#)
[Issues & Offices](#)
[Publish Certified Contests](#)
[Ballot Styles](#)
[Ballot Review](#)
[Print Labels](#)
[Official Register](#)
[Election Expenses](#)
[Election Results](#)
[Process Official Register](#)
[Duplicate Ballot Report](#)
[Close Election](#)
[Exit](#)

Styles

Polling Places

Style	Party	Voters
3		33

Style Details

Style:

Color:

Party:

☐ Shared Offices Only

Contests | Special Considerations

District	Item
WILLOW CREEK SCHOOL DI...	Position for Testing

Precincts | Splits

Precinct	Polling Place	Total
PREC.01 - 01-71	COMMUNITY HALL-WHT	
PREC.02 - 02-75	COMMUNITY HALL-WTHL	

☐ Ballot Styles Renamed
☐ Process Completed

[Refresh Wizard Status](#)

Election Management FAQs

Q: Why do I have ballots in Active/Prepared status? I haven't pulled any absentees.

A: If you haven't pulled any absentees, and you have generated styles, election specific absentees will automatically go into a prepared status. They are automatically pulled into the election as soon as the status is added.

Election Management FAQs

Q: Why can't I pull in my absentees?

A: You need to check the 'Ballot Styles Renamed' checkbox.

Election Management FAQs

[illegible]

Election Management FAQs

Q: What are things I should look for before I print my labels?

A: As far as election management is concerned, printing labels is the line in the sand. Once you cross it, you can't go back, so it's imperative that everything is correct. Things we would recommend checking:

- **Election Date and Style** – Some of this data becomes uneditable after generating your styles, but it's a good thing to do a secondary check.
- **Issues & Offices** – Double check that you have included all issues/offices/candidates. This includes Certified Contests and also includes spelling and punctuation of names.
- **Ballot Styles** – Ensure the number of ballot styles listed is equal to the number of different physical ballots you have.
- Double and triple check the sent date of your ballots when you print labels.

Election Management FAQs

Q: I mistyped the sent date on my absentee ballots. How do I fix this?

A: The only way to fix this is to manually go into each and every voter's record and manually change the sent date.

Election Management FAQs

Voter Registration

Voter Print Elections Petitions Imaging Address

Voter record successfully retrieved. [Help](#)

New Save Clear Search Process Batch

Voter ID 92975 State ID SSN Birth Date Age Gender Last Name First Name MI Suffix

Issue Ballot Request [Voter Search](#) [Help](#)

Residence

Standard Election Name 8/10/2016 FAQ-SmallDistrictElection Ballot Type Issue

House # 103

Post Dir

City/St/Zip

County

Mailing

Country

Address

City/St/Zip

Active/!

Registration

Party

Status

Reason

Source of Registration Other - 08

Old Voter ID 33368 County Reg Date 02/12/2004

Vote Eligible 02/12/2004 Last Voted Date 11/04/2014

☐ No Signature ☐ Confidential ☒ US Citizen

☐ SSA Verified

Print Label

☐ With next Supplemental batch

☒ Now Select Label Single Absentee Ballot Label

Reason For Reissuing/Resent the Ballot

WARD CC_3W WARD #3W

Jeremy Wood

Comments

Election Management FAQs

Q: Why did this seasonal absentee label print with a different address?

A: Absentee labels are generated based on the mailing address at the date of the election. Before you send your seasonal absentees, you should run the EX-015 or E-015 and look at all seasonals, verifying the ballot will go to the correct address.

Election Management FAQs

Voter Name	Absentee Type	Precinct	Split	From Date	To Date	Status	Issue Method	Request Source
Precinct 04-75								
CAMPION, KEVIN A	Seasonal	04-75	03.04	9/16/2016	1/31/2018	Active	Mailing	Mail
CAMPION, KEVIN A	Seasonal	04-75	03.04	4/14/2016	9/15/2016	Active	Mailing	Mail
FLAGGEDVOTER, SEASONALY	Seasonal	04-75	02.04	11/5/2016	1/31/2018	Active	In-Person	Mail

Election Management FAQs

Q: Why can't I close my election?

A: The two most common reasons are that you have ballots that have been processed (i.e., received), but not accepted/rejected, or you have ballots that are unsent. You can run the BP-010 report to find out what ballots are unprocessed, or run the E-001 and search for prepared ballots to find the unsent ballots.

Election Management FAQs

Q: I checked prepared/processed ballots, but I still can't close my election, any other ideas?

A: You may want to check the provisional ballot module to ensure that all provisional ballots have been Accepted/Rejected.

To locate unprocessed provisional ballots, change the Ballot Disposition to a blank status and then hit search.

Election Management FAQs

Q: In a mail ballot election, what statuses are automatically brought into the election and issued ballots when you pull absentees?

A: Provisional and Active statuses. Inactive voters are not automatically brought into the election. Please keep in mind, you cannot accept a ballot issued to a provisionally registered voter until they have been verified and turned to an active status.

Election Management FAQs

Q: A school is running their own mail ballot election, can I just go into Voter Search and print off the mail labels?

A: You will want to ensure that you have selected the correct district as well as making sure that you have the correct statuses selected.



Provisional Ballots

FAQS

Provisional Ballots

Q: What registration status do you give to individuals who late register on election day and receive a provisional ballot?

A: They will have a status of Late Registration.

One thing to keep in mind is that provisionally registered is unrelated to a provisional ballot and the provisional ballot module.

Provisional Ballots

Voter Registration
Voter Print Elections Petitions Imaging Address

New Save Clear Search Process Batch

Voter ID State ID SSN Birth Date Age Gender

Residence Prev Registration Absentee Contacts History

Standard NCOA CASS Migration Comments Election Worker Clear

House # Suffix Pre Dir Street Name Type

Post Dir Unit Type

City/St/Zip WHITEHALL MT 59759

County JEFFERSON 75 Split 02.02

Mailing Country UNITED USA Clear

Address

City/St/Zip

Registration Misc Info Custom Duplicate Req. Undeliverable

Party No Party Last Verified Date 08/08/2016

Status Late Registration - LR MVD Verified

Reason New - L1N SSA Verified

Source of Registration Verify

Old Voter ID County Reg Date 08/08/2016

Vote Eligible 08/08/2016 Last Voted Date

No Signature Confidential Reveal US Citizen

Comments

Voter Registration
Voter Print Elections Petitions Imaging Address

New Save Clear Search Process Batch

Voter ID State ID SSN Birth Date Age Gender Last Name First Name MI Suffix

Residence Prev Registration Absentee Contacts History

Standard NCOA CASS Migration Comments Election Worker Clear

House # Suffix Pre Dir Street Name Type

Post Dir Unit Type

City/St/Zip WHITEHALL MT 59759

County JEFFERSON Precinct 02-75 Split 02.02

Mailing Country UNITED STATES OF AMERICA USA Clear

Address

City/St/Zip MT

Registration Misc Info Custom Duplicate Req. Undeliverable

Party No Party Last Verified Date 08/08/2016

Status Provisional - N MVD Verified

Reason ID Verification - ID SSA Verified

Source of Registration Verify

Old Voter ID County Reg Date 08/08/2016

Vote Eligible 08/08/2016 Last Voted Date

No Signature Confidential Reveal US Citizen

Comments

Voter Polling Locations

Precinct View Image

Split

Polling Place

Election

Election Late Reg Date Date Polling Places

Districts

District Type Code Name

Provisional Ballots

Q:How do I enter a new provisional ballot?

A: From within the Provisional Ballot module, you must click the new button. The first screen is the provisional ballot search screen.

[illegible]

Provisional Ballots

Q:How do I locate all provisional ballots that have not been accepted/rejected?

A: From within the provisional ballot search screen, drop down the election, uncheck the 'All' box and leave everything else to the default settings. Click search.

Provisional Ballots

[illegible]

Provisional Ballots

Q: How do you enter a polling place provisional ballot in MT Votes?

A: The big difference in MT Votes between polling place provisional ballots and late registration provisional ballots is that polling place provisional ballots do not have a stub number since they are issued at the polls. So to enter them in MT Votes, you enter them like a normal provisional ballot, but you just **SAVE** the record. Do not click Issue Ballot.

Provisional Ballots

polling place provisional ballot

Provisional Ballots

Q: Do I have to click Link to Voter?

A: If they are a late registrant, the answer is yes. All late registrants have to be registered before issuing a provisional ballot. The issued ballot needs to be attached to an account.

If they are a polling place provisional and they are not registered, you will have to enter their information manually. The Link to Voter function will not work.

Provisional Ballots

Q: How do I locate voters who have moved from my county to a new county?

A: From the Provisional Ballot Search screen you simply need to change the 'Voting County Search Scope' AND 'Residence County Search Scope' to **State**. After doing that, change the previous county to your county and then click Search.

This search looks at the rest of the state for anyone who came from your county.

Provisional Ballots

Provisional Ballots

Q: When do I have to have provisional ballots entered into MT Votes?

A: All provisional ballots should be entered into MT Votes by 9AM the Friday following the election.

Provisional Ballots

Q: When do provisional ballots have to be marked Approved/Not Approved?

A: You have until 3 p.m. on the Monday following the election. (11/14/2016)



System Configuration

FAQS

System Configuration FAQs

Q: How do I update the county contact information?

A: You can do this through System Configuration -> County Configuration.

Helpful Hint: Make sure you update the change and then save it.

System Configuration FAQs

The screenshot displays the 'System Configuration' application window. On the left is a navigation tree with the following items: ADDRESSES, VOTER RECORD, ELECTIONS, PETITIONS, POLLING PLACE/LOCATION, ELECTION WORKERS, STATE CONFIGURATION, COUNTY CONFIGURATION (expanded), ERROR LOG, and USER SETTINGS. Under 'COUNTY CONFIGURATION', 'County Contacts' is selected. The main area shows the 'Jefferson County Contact' form. At the top, 'County' is set to 'Jefferson' and 'Code' is '22'. Below this are tabs for 'Address', 'Contact', and 'Contact Person'. The 'Contact' tab is active, showing a table with columns 'Address Type', 'Address', and 'Last Updated'. The table contains one row: Mailing, P.O.BOX H, BOULDER, MT 59632, 08/19/2005. Below the table are 'Detail' and 'Save' buttons. At the bottom is a 'County' dropdown menu with a list of counties: Gallatin, Garfield, Glacier, Golden Valley, Granite, Hill, Jefferson (selected), Judith Basin, Lake, Lewis & Clark, Liberty, Lincoln, Madison, McCone, and Mineral. A 'Close' button is at the bottom right. A 'Contact Detail' dialog box is open on the right, showing the same table and additional fields: 'Type' (Mailing), 'Address' (P.O.BOX H), 'City/St/Zip' (BOULDER, MT, 59632), and a 'Receive Correspondence' checkbox. It also has 'Update', 'Delete', and 'Clear' buttons. A 'Close' button is at the bottom right of the dialog.

System Configuration [Voter Search](#) [Help](#)

Jefferson County Contact

County Code

Address **Contact** Contact Person

Address Type	Address	Last Updated
Mailing	P.O.BOX H, BOULDER, MT 59632	08/19/2005
Resent Addr...		
Residence		
Work Address		

[Detail](#) [Save](#)

County

Gallatin
Garfield
Glacier
Golden Valley
Granite
Hill
Jefferson
Judith Basin
Lake
Lewis & Clark
Liberty
Lincoln
Madison
McCone
Mineral

[Close](#)

Contact Detail [Voter Search](#) [Help](#)

Address **Contact** Contact Person

Type

Address

City/St/Zip

☐ Receive Correspondence [Update](#) [Delete](#) [Clear](#)

Address Type	Address	Last Updated
Mailing	P.O.BOX H, BOULDER, MT 59632	08/19/2005
Resent Addr...		
Residence		
Work Address		


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System Configuration FAQs

Q: Why can't we get a new shared c#?

A: It's against state policy. Usernames and passwords should not be shared.

If you need a copy of the MT Votes Security Policy, please let me know.



**As always, please contact the help desk if you
have any questions.**

soshelpdesk@mt.gov

406.444.4296

866.541.6767